Credit River Township Board Meeting

Monday July 1, 2019 6pm

Board Meeting Minutes - Final

Chairman Kostik called the July 1, 2019 Board Meeting to Order at 6:00 pm, Pledge of Allegiance

Members Present: Chairman Kostik, Vice Chairman Novak, Supervisor Lawrence, Supervisor Schommer, Supervisor Howe
Others Present: Engineer Nelson, Attorney Ruppe, Clerk Donovan

6PM: Call July 1, 2019 Board Meeting to Order, Pledge of Allegiance

1. **Approve or Amend Agenda**

   Chairman Kostik asked for approval or additional items for the Agenda. Supervisor Schommer requested to add "Grading" as Item 1 and "Road Maintenance" as Item 2 under Road Report. Supervisor Lawrence corrected Item 1 under New Business, should be "Joint Powers Agreement for Assessment – Scott County". Treasurer Hill added "Developer's Escrow Report" as Item 3 under Treasurer Report.

   Motion to approve the July 1, 2019 Agenda as amended: Supervisor Lawrence
   Second: Vice Chairman Novak
   Motion Passed: 5-0

2. **Consent Agenda**
   1) **June 3, 2019 Board Meeting Minutes**
   2) **Treasurer Reports – April, May**

   Motion to approve Consent Agenda: Supervisor Lawrence
   Second: Supervisor Howe
   Motion Passed: 5-0

3. **Open Forum**

   Scott County Commissioner Tom Wolf: Updated the CR 21 & Hwy 13 Improvement Project with bids in now at $13.2 million, original estimate was $10.5 million, roundabout construction might be moved to next year. Rain is causing delays with contractors on the project.

   Brad Edlefson - 6230 Sue Ann Lane: Questioned why some pot holes in the roads in his neighborhood have been filled in certain areas but not all pot holes were fixed. Board explained funds available only for a certain amount for the repair for pot hole repairs and patching. Supervisor Schommer has marked areas for filling in the area and due to wet conditions there has been a delay with the contractors. Chairman Kostik will work with the resident to meet in the neighborhood to look at areas of concern.

4. **Old Business**
   1) **Crescent Curve Preliminary Plat**

Engineer Nelson added Crescent Curve to agenda due to it being on the Scott County Planning Agenda, Monday, July 8th. Engineer Nelson reviewed his comments and the Township Planner Nash comments, which are in the dropbox. Engineer Nelson recommends to table township recommendation to County until Staff comments and Township Planner Nash comments can be addressed.

Motion recommending Scott County Planning table approval of the Crescent Curve Preliminary Plat located in Credit River given the number of items outlined in the Credit River Staff reports from Engineer Nelson and Township Planner Nash. In addition, MN Statute 1599 Extension Letters be issued if required: Supervisor Lawrence
Second: Supervisor Schommer
Motion Passed: 5-0

   2) **Update on Comprehensive Plan**

Engineer Nelson updated the board on the Met Council correspondence with him and Planner Nash. Planner Nash prepared an update which is in the drop box. The timeline for comments will officially runout on October 16. The revised plan would be available for the November Board Meeting to allow authorization for staff to be send Comp Plan to the Met Council for approval.

5. **New Business**
   1) **Joint powers agreement for Assessment – Scott County**

Chairman Kostik reviewed the Scott County Joint Power Agreement service contract for assessment services received by Scott County, which was a 3% increase.

Motion to approve the Scott County Joint Power Agreement for Assessment Service Contract: Supervisor Schommer
Second: Vice Chairman Novak
Motion Passed: 5-0

   2) **Jaguar Cable TV Franchise**

Attorney Ruppe stated Supervisor Lawrence was contacted by Jaguar Communication regarding obtaining a Cable Franchise Agreement. Attorney Ruppe advised a copy of a current Franchise Agreement will be sent to Jaguar Communications. Attorney Ruppe requests to table consideration until August 5th Board Meeting, as this requires a public hearing, Attorney Ruppe will provide a legal notice information to Clerk Donovan with a public hearing recommending to take place at the August 5th Board meeting at 6pm.

Motion to set public hearing for Jaguar Communication Cable Franchise for August 5th 2019 at 6pm: Supervisor Schommer
Second: Supervisor Novak
Motion Passed: 5-0

6. **Road Report**

   1) **Road Grading:**

   Supervisor Schommer received calls complaining about the road grading. Supervisor Schommer will contact the contractor, Chairman Kostik will attend meeting.

   2) **Road Maintenance**

   Supervisor Schommer asked the board to consider having a road supervisor as opposed to having several people looking at the same issues. Attorney Ruppe recommends at anupcoming board meeting to do a resolution with a conflict of interest for the Boards review as this would be in addition to the Supervisor responsibilities. Attorney Ruppe will prepare a resolution for consideration.

7. **Engineer's Report**
   1) **210th and Nevada**

   Engineer Nelson updated the board on the 210th and Nevada Road Improvement Project.

   - Preconstruction conference meeting held with contractors. Start date will be week of July 22nd on Nevada and the week of August 12th for 210th St. E. and turn lane the week of August 5th.
   - Gas main and power lines on Nevada will need to be relocated.
   - Contractor initially projected a completion date by Sep 6th
   - Recommends approval of Change Order No. 1 to August 30, substantial completion date. The contract times are revised to increase the substantial completion date by 14 calendar days. Substantial completion shall include bituminous base course paving on 210th Street East and Nevada Avenue, driveway matching, and all paving on the CSAH 27 Right Turn Lane. The shouldering, topsoil and restoration contract times are also increased to allow for proper cooling of the bituminous mat and seed establishment conditions.

Motion to approve the Change Order No. 1, revising the substantial completion date to August 30, 2019 for the 210th and Nevada Road Improvement Project: Vice Chairman Novak
Second: Supervisor Howe
Motion Passed: 5-0

Engineer Nelson advised Tara Farm developer may not get to the roads this year. Engineer Nelson proposed to not remove the cul de sac this year and will discuss more details at a future meeting.

8. **Treasurer Report**
   1) **Transfer funds**

Treasurer Hill requested to transfer $85,000 from saving to checking for the payment of claims.

Motion to approve the transfer of $85,000 from Savings to Checking: Supervisor Lawrence
Second: Vice Chairman Novak
Motion Passed: 5-0

   2) **Developer Escrow Summary**
      - Tara Farms: Treasurer Hill will discuss with Engineer Nelson and Attorney Ruppe to see if expenses are up to date.

   3) **Budget Expenses**

Treasurer Hill discussed budget expenses for 2020 after meeting separately with board members and staff.

9. **Clerk's Report**
   1) **Lakeville Area School District Special Election**

Lakeville is proposing a Special Election in November and will use the Town Hall as a polling location if it is approved in August.

10. **Town Hall**

11. **Review and Pay Bills**

Check #	Vendor	Date	Amount	Comment
10167E	Pera	7/1/2019	$857.51	Pera
10165E	EFTPS	7/1/2019	$2,374.94	FICA Medicare & Fed W/H
10166E	Minnesota Revenue	7/1/2019	$392.22	Minn State W/H
10164E	Visa	7/1/2019	$41.45	Paper products
Paid Chk# 010268	Novak, Alan J	7/1/2019	$696.86	June Services paid in July
Paid Chk# 010269	ABDO EICK & MEYERS LLP	7/1/2019	$750.00	FYE 2018 - Office of State Aud
Paid Chk# 010270	ARLYNN PRIES	7/1/2019	$50.00	Mail box reimbursement - Arlo
Paid Chk# 010271	BOHNSACK EXCAVATING INC.	7/1/2019	$1,008.71	Shoulder Road repair
Paid Chk# 010272	BOND TRUST SERVICES	7/1/2019	$10,967.50	Ref; 327973-Credit River Town

Paid Chk# 010273	BOND TRUST SERVICES CORP	7/1/2019	$4,155.00	REF: 38590; Credit River Tow
Paid Chk# 010274	BOND TRUST SRVS CORPORATION	7/1/2019	$23,150.00	ref: 331516-PA GO Bonds Seri
Paid Chk# 010275	CENTERPOINT ENERGY	7/1/2019	$28.26	Acct#5179787-6; Town Hall Gas
Paid Chk# 010276	CHORES AND MORE BY HEIDI INC	7/1/2019	$115.00	Town Hall Full Cleans
Paid Chk# 010277	CINTAS	7/1/2019	$92.98	Townhall rug
Paid Chk# 010278	COLLABORATIVE PLANNING LLC	7/1/2019	$798.25	Misc Escrow - Crescent Curve
Paid Chk# 010279	COURI & RUPPE, P.L.L.P.	7/1/2019	$7,375.00	Terriroty 5th
Paid Chk# 010280	ECM PUBLISHERS INC	7/1/2019	$132.75	Agenda - 06/03/2019 Board Meet
Paid Chk# 010281	GOPHER STATE ONE CALL	7/1/2019	$40.50	Billable Tickets
Paid Chk# 010282	HAKANSON ANDERSON ASSOC INC	7/1/2019	$23,177.10	Engineer Services
Paid Chk# 010283	NUVERA COMMUNICATIONS INC	7/1/2019	$660.50	Acct#141989 - Town Hall Intern
Paid Chk# 010284	KRAEMER MINING& MATERIALS INC	7/1/2019	$391.30	Puchase rock 2019
Paid Chk# 010285	MARKS BOBCAT SERVICE, INC.	7/1/2019	$3,800.00	Townhall Grass
Paid Chk# 010286	MIKES SEPTIC SERVICE	7/1/2019	$2,550.00	Valve Vault
Paid Chk# 010287	MVEC	7/1/2019	$898.76	Acct#777628301-Territory Elec
Paid Chk# 010288	NATURAL SYSTEMS UTILITIES MN	7/1/2019	$11,858.44	CSTS Operator Services
Paid Chk# 010289	PAUTZ CONSTUCTION SERVICES INC	7/1/2019	$4,000.00	Mow Cattails & weeds - Hydro s
Paid Chk# 010290	RITEWAY BUSINESS FORMS	7/1/2019	$141.56	Office Supplies - Custom window envelopes
Paid Chk# 010291	RON SACKETT	7/1/2019	$44.98	Weed Barrier - reimbursement
Paid Chk# 010292	ROVE PEST CONTROL	7/1/2019	$75.00	Quarterly Pest Control
Paid Chk# 010293	SW NEWSMEDIA	7/1/2019	$177.06	Legal Notice June 3
Paid Chk# 010294	U.S. BANK EQUIPMENT FINANCE	7/1/2019	$143.25	Acct#1388554; Lease Payment Co
Paid Chk# 010295	XCEL ENERGY	7/1/2019	$12.61	Acct#51-6509820-6; St. Francis
Paid Chk# 500041E	Monthly Pay ACH	7/1/2019	$8,207.24	June Services paid in July
			$109,164.73	

10297	Valley Pool & Spa	$1,456.00	NPDES Escrow
10296	Messenbrink Construction	$1,435.00	NPDES Escrow

$112,055.73

12. Adjourn

There being no further business before the Town Board, a motion to adjourn was heard.

Motion to adjourn July 1, 2019 Credit River Township Meeting: Supervisor Howe
Second: Vice Chairman Novak
Motion Passed: 5-0

The July 1, 2019 Credit River Township Board Meeting was adjourned at 7:35pm.

Recorded by:

Karen Donovan
Clerk - Credit River Township

Approved by:

Chris Kostik
Chairman
Credit River Township